

SECRET

FILE

Training 5

OC-M-69-670

DD/S 69-4781

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Repayment of External Training Expenses  
Mr. [REDACTED]

1. This memorandum contains a recommendation for your approval; such recommendation is contained in paragraph three.

2. Mr. [REDACTED] GS-13, Electronics Engineer, was sponsored by the Agency for external training at Harvard University, Graduate School of Business Administration, for the academic years 1966 and 1967. Mr. [REDACTED] has now submitted his resignation from the Agency. In the attached memorandum, he has requested that he be required to repay only costs based on his original obligated service time and computed on a pro rata basis of the same.

3. Based on the contribution he has made to this Office prior to and following his schooling, it is recommended that the attached request be approved.

[REDACTED]  
Director of Communications

Att

The recommendation contained in paragraph 3 is approved.

\*Director of Training to determine pro rata amount to be reimbursed.

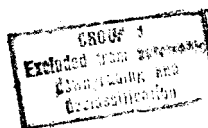
[REDACTED] \*  
Deputy Director for Support

Date

Distribution:

Original - Director of Training w/att  
2 - DD/S w/att  
1 - D/CO w/att

SECRET



16 October 1969

STATINTL

MEMORANDUM FOR: Director of Communications 

INFO : Director of Training  
: Chief, Career Management and  
Training Staff, OC

SUBJECT : Repayment of External Training Expenses

1. I have separately submitted my resignation, and have accepted a position in private industry.

2. Since I received sponsored external training and am resigning before the completion of my obligated service period, I must repay certain of the costs of my training.

3. The purpose of this memorandum is to request that I be given credit for a portion of those costs to be determined by computing my service time since completion of training as a fraction of my obligated service time. I have separately asked the Director of Training to determine my length of service obligation.

4. I believe this proposal is an equitable one and earnestly request your approval.

STA

STAT

Approved For Release 2003/04/29 : CIA-RDP84-00780R003100150003-1

Approved For Release 2003/04/29 : CIA-RDP84-00780R003100150003-1

What is the right  
practice on this?



Mr. Coffey:

We have precedent for this type arrangement for departing employees to meet external training obligations. I have talked with [ ] in Training who said that the total expense was about \$6,000. On a prorated basis Mr. [ ] would have worked off about \$1,200, leaving an obligation of about \$4,800. I recommend that you approve Mr. [ ] recommendation and that the paper be forwarded to the Director of Training to determine the exact amount due.

VT  
VRT

~~Eden  
He add to approval  
"DTR to determine  
no rate amount to  
be reimbursed"~~ done.  
is